

**Description:**

The Legislative Services Office provides efficient, non-partisan support services to Idaho's citizen Legislature, carries out legislative policies so as to strengthen the Legislature's management as a separate branch of government, and assists the Legislature in carrying out its constitutional responsibilities.

**Major Functions and Targeted Performance Standard(s) for Each Function:**

1. Provide timely preparation of quality legislation, effective information systems to monitor preparation and progress of legislation, and quality research information to support legislative decision-making.
  - A. Provide completed drafts of bills and resolutions to requesting sponsor within five working days of receipt of request.

Actual Results			
2000	2001	2002	2003
94%/1,816	97%/1,491	98%/903	99.1%/1,134
Projected Results			
2004	2005	2006	2007
80%	80%	80%	80%

2. Develop financial information and analyses in a timely manner that allows the Legislature to establish priorities for state government through a working budget that balances state agency needs with revenues.
  - A. Draft and deliver appropriation bills to Research & Legislation within five working days after the appropriation is set in JFAC hearing.

Actual Results			
2000	2001	2002	2003
100%	100%	100%	100%
Projected Results			
2004	2005	2006	2007
100%	100%	100%	100%

- B. Reduce number of appropriation bills returned from the House or Senate after introduction because of staff error.

Actual Results			
2000	2001	2002	2003
0	0	1	0
Projected Results			
2004	2005	2006	2007
0	0	0	0

3. Ensure legislative oversight and accountability for state agencies by providing timely financial and compliance audits to the Legislature.
  - A. Results of triennial peer review by outside auditors to assure quality audit reports.

Actual Results			
2000	2001	2002	2003
		Unqualified Opinion	
Projected Results			
2004	2005	2006	2007
	Unqualified Opinion		

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B. Number and percentage of audit recommendations implemented by state agencies.

Actual Results			
2000	2001	2002	2003
25/49 or 51%	32/52 or 61%	58/87 or 67%	23/57 or 40%
Projected Results			
2004	2005	2006	2007
50%	50%	50%	50%

#### Program Results and Effect:

The mission of the Legislative Service's Office is to modernize the provision of professional staff services to the Legislature, to provide committees and legislators with professional staff support, to increase communication and efficiency, and enhance coordination and productivity within the Legislative Branch of government. Under the direction of the Director of Legislative Services, the office consists of the Research and Legislation section, Budget and Policy Analysis section, the Legislative Audit section, and the Network Administration section.

For more information contact Cathy Holland Smith at 334-4731.

**Description:**

The mission of the Office of Performance Evaluations (OPE) is to promote confidence and accountability in state government through professional and independent assessment and evaluation of state agencies, programs, functions, and activities.

\*Note: Projected results were not recorded because work is dependent upon legislative direction, and previous actual results were not recorded because performance measures are new.

**Major Functions and Targeted Performance Standard(s) for Each Function:**

1. Conduct independent and objective performance evaluations to assess compliance, efficiency, and effectiveness of state agencies, programs, functions, and activities.

A. Number of performance evaluation projects completed during the fiscal year.

Actual Results			
2000	2001	2002	2003
4	6	3	5
Projected Results			
2004	2005	2006	2007
*	*	*	*

B. Number of follow-up reviews for previous evaluations completed during the fiscal year.

Actual Results			
2000	2001	2002	2003
n/a	n/a	n/a	3
Projected Results			
2004	2005	2006	2007
*	*	*	*

2. Identify cost savings and opportunities to avoid unnecessary future costs.

A. Estimated cost savings or cost avoidance reported during the fiscal year as a result of OPE recommendations.

Actual Results			
2000	2001	2002	2003
n/a	n/a	n/a	\$1.1 million
Projected Results			
2004	2005	2006	2007
*	*	*	*

3. Provide useful recommendations to assist the legislature in making policy and budget decisions.

A. Number of bills and resolutions introduced or enacted during the fiscal year in response to OPE recommendations.

Actual Results			
2000	2001	2002	2003
n/a	n/a	n/a	1
Projected Results			
2004	2005	2006	2007
*	*	*	*

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### Office of Performance Evaluations

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4. Be responsive to the legislature's information needs.
- A. Number of "24-hour" limited reviews completed during the fiscal year.

Actual Results			
2000	2001	2002	2003
n/a	n/a	n/a	4
Projected Results			
2004	2005	2006	2007
*	*	*	*

- B. Number of evaluation-related presentations made to the legislature (e.g., leadership, germane committees, and fiscal committees) during the fiscal year. It does not include presentations made to the Joint Legislative Oversight Committee.

Actual Results			
2000	2001	2002	2003
n/a	n/a	n/a	5
Projected Results			
2004	2005	2006	2007
*	*	*	*

#### Program Results and Effect:

The following examples highlight the results and effect of OPE work:

The April 2003 report, Overview of School District Revenues and Expenditures, provided comparative information about school district costs for instruction, administration, pupil transportation, and other functions. Lawmakers used the report to help identify areas for more in-depth review.

The January 2003 report, Return of Unused Medications from Assisted Living Facilities, identified changes needed to allow for the return of unused medications, which could save money for Idaho's Medicaid program and residents of assisted living facilities. Lawmakers subsequently passed a concurrent resolution directing the Board of Pharmacy and the Department of Health and Welfare to begin working on needed changes.

Both the Commission of Pardons and Parole and the Department of Correction have made progress on implementing all nine recommendations resulting from the May 2001 performance evaluation, Improvements in Data Management Needed at the Commission of Pardons and Parole. One of the recommendations relating to the acquisition of an offender management software package resulted in savings of at least \$100,000. OPE received a 2003 impact award from the National Legislative Program Evaluation Society for this evaluation.

The follow-up work on the management of state agency passenger vehicles found many state agencies taking steps to implement 12 recommendations related to vehicle use, maintenance, and disposal. Further follow up is planned prior to the 2004 legislative session to help ensure full implementation of these recommendations. The Department of Health and Welfare, the Department of Parks and Recreation, and the Industrial Commission reported a total of nearly \$1million in savings as a result of implementing OPE's 1998 vehicle use recommendations.

For more information contact the Office of Performance Evaluations at 334-3880.